

A. G. Contract No. KR930318TRN
ECS File: JPA 93-32
Project/TRACS: HP&R-P6993 04P
Section: Superior Area
Transportation Study

INTERGOVERNMENTAL AGREEMENT
BETWEEN
THE STATE OF ARIZONA
AND
THE TOWN OF SUPERIOR

THIS AGREEMENT is entered into 10 MAY, 1993,
pursuant to Arizona Revised Statutes, Sections 11-951 through
11-954, as amended, between the STATE OF ARIZONA, acting by and
through its DEPARTMENT OF TRANSPORTATION (the "State") and the
TOWN OF SUPERIOR, acting by and through its MAYOR and TOWN
COUNCIL (the "Town").

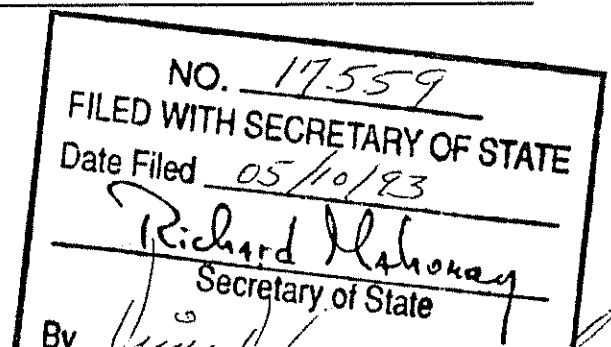
I. RECITALS

1. The State is empowered by Arizona Revised Statutes
Section 28-108 to enter into this agreement and has by
resolution, a copy of which is attached hereto and made a part
hereof, resolved to enter into this agreement and has delegated
to the undersigned the authority to execute this agreement on
behalf of the State.

2. The Town is empowered by Arizona Revised Statutes
Section 48-572 to enter into this agreement and has by
resolution, a copy of which is attached hereto and made a part
hereof, resolved to enter into this agreement and has
authorized the undersigned to execute this agreement on behalf
of the Town.

3. The State and the Town desire to jointly participate
in selecting and hiring a consultant to conduct a Superior Area
Transportation Study, to develop and formulate a five year
expenditure program for maintenance, rehabilitation and
reconstruction of area streets and roads, a mid-range program
of street and roadway construction projects; a long-range
transportation plan, and a control access management plan, all
in accordance with the Scope of Work, which is attached hereto
as Exhibit A and made a part hereof, at an estimated cost of
\$44,000.00, hereinafter referred to as the Project.

THEREFORE, in consideration of the mutual agreements expressed
herein, it is agreed as follows:



II. SCOPE

1. The State will:

a. Participate with the Town in the selection of a professional transportation planning consultant to accomplish the Project.

b. Review Project progress reports and submittals and provide comments to the Town or the consultant as appropriate. Review and approve the final report prior to the Town's final payment to the consultant.

c. Contribute a maximum of \$22,000.00 to the Project. Be responsible for any consultant claims for extra compensation attributable to the State.

d. No more often than monthly, reimburse the Town on an actual cost basis, in a total amount not to exceed \$22,000.00, within thirty (30) days after receipt and approval of invoices.

2. The Town will:

a. Using State approved procedures in the form of Exhibit A, which is attached hereto and made a part hereof, advertise for, and with the concurrence of the State, select and hire a professional transportation planning consultant to accomplish the Project. Be the lead agency for the Project.

b. Provide the State timely copies of Project progress reports and submittals, and insure the incorporation of State review comments. Provide the State a copy of the final report, and obtain the State's approval prior to making final payment to the consultant. Accept the final report on behalf of the parties hereto.

c. Be responsible for all costs over and above the State's \$22,000.00 share, and for any consultant claims for extra compensation attributable to the Town.

d. No more often than monthly, invoice the State on an actual cost basis, with no profit or fee, in an amount not to exceed \$22,000.00, for the State share of the Project.

III. MISCELLANEOUS PROVISIONS

1. This agreement shall remain in force and effect until 30 April 1994; provided, however, that this agreement may be cancelled at any time prior to the award of a consultant contract, upon thirty (30) days written notice to the other party.

2. This agreement shall become effective upon filing with the Secretary of State.

3. This agreement may be cancelled in accordance with Arizona Revised Statutes Section 38-511.

4. The provisions of Arizona Revised Statutes Section 35-214 are applicable to this contract.

5. In the event of any controversy which may arise out of this agreement, the parties hereto agree to abide by required arbitration as is set forth for public works contracts in Arizona Revised Statutes Section 12-1518.

6. All notices or demands upon any party to this agreement shall be in writing and shall be delivered in person or sent by mail addressed as follows:

Arizona Department of Transportation
Joint Project Administration
205 South 17 Avenue, Mail Drop 616E
Phoenix, AZ 85007

Town of Superior
Town Manager
734 Main Street
Superior, AZ 85273

7. Attached hereto and incorporated herein is the written determination of each party's legal counsel that the parties are authorized under the laws of this state to enter into this agreement and that the agreement is in proper form.

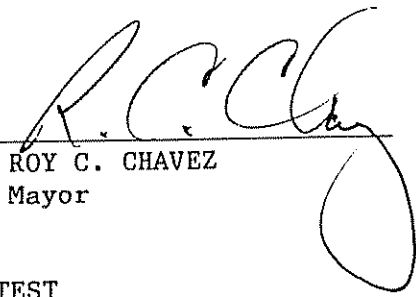
IN WITNESS WHEREOF, the parties have executed this agreement the day and year first above written.

TOWN OF SUPERIOR

STATE OF ARIZONA

Department of Transportation

By



ROY C. CHAVEZ
Mayor

By


HARRY A. REED, Director
Transportation Planning
Division

ATTEST

By


MELLIE P. BRIBIESCAS
Town Clerk

RESOLUTION

BE IT RESOLVED on this 19th day of February 1993, that I, THOMAS R. WARNE, as Acting Director of the Arizona Department of Transportation, have determined that it is in the best interests of the State of Arizona that the Department of Transportation, acting by and through the Transportation Planning Division, to enter into an agreement with the Town of Superior for the purpose of defining responsibilities for the joint participation in a Superior Area Transportation Study.

Therefore, authorization is hereby granted to draft said agreement which, upon completion, shall be submitted for approval and execution by the Director, Transportation Planning Division.

for Mary C. Pitua

THOMAS R. WARNE
Acting Director

RESOLUTION 195

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF SUPERIOR, ARIZONA, AUTHORIZING THE MAYOR TO SIGN AN INTERGOVERNMENTAL AGREEMENT WITH THE ARIZONA DEPARTMENT OF TRANSPORTATION FOR THE TOWN OF SUPERIOR AREA TRANSPORTATION STUDY.

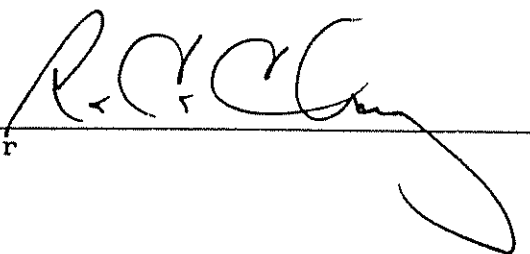
WHEREAS, The Town of Superior is authorized to enter into intergovernmental agreements with other agencies. Pursuant to ARS 11-95²⁴/~~11-95~~ ^{et} seq.

WHEREAS, the Town of Superior has made application and has been allocated funding up to \$20,000 from the Arizona Department of Transportation for transportation studies, and

WHEREAS, the Town of Superior is able to meet the terms of the agreement and it would be in the best interests of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF SUPERIOR, ARIZONA THAT the Mayor is hereby authorized to execute on behalf of the Town of Superior, an intergovernmental Agreement with the Arizona Department of transportation relating to the Town of Superior Area Transportation Study.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE TOWN OF SUPERIOR, ARIZONA, THIS 21ST DAY OF JANUARY, 1993.



Mayor

ATTEST:



Town Clerk



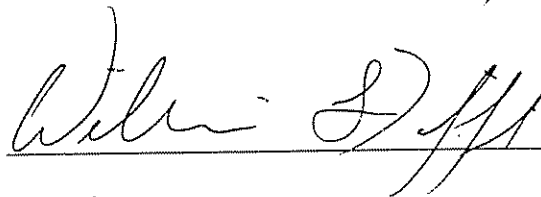
Approved as To Form

JPA 93-32

APPROVAL OF THE SUPERIOR TOWN ATTORNEY

I have reviewed the above referenced proposed
intergovernmental agreement, ^{JPA 93-32} between the DEPARTMENT OF
TRANSPORTATION, HIGHWAYS DIVISION and the TOWN OF SUPERIOR and
declare this agreement to be in proper form and within the
powers and authority granted to the Town under the laws of the
State of Arizona.

DATED this 21 day of January, 1993.



Town Attorney



STATE OF ARIZONA

OFFICE OF THE ATTORNEY GENERAL

1275 WEST WASHINGTON, PHOENIX 85007-2926

MAIN PHONE : 542-5025

TELECOPIER : 542-4085

GRANT WOODS
ATTORNEY GENERAL


INTERGOVERNMENTAL AGREEMENT
DETERMINATION

A. G. Contract No. KR93-0318-TRN, an agreement between public agencies, has been reviewed pursuant to A.R.S. §11-952, as amended, by the undersigned Assistant Attorney General who has determined that it is in the proper form and is within the powers and authority granted to the State of Arizona.

No opinion is expressed as to the authority of the remaining parties, other than the State or its agencies, to enter into said agreement.

DATED this 4th day of May, 1993.

GRANT WOODS
Attorney General


JAMES R. REDPATH
Assistant Attorney General
Transportation Section

7969G/77

REQUEST FOR CONSULTANT PROPOSALS

I. OVERVIEW

Proposals are requested for a SUPERIOR AREA TRANSPORTATION STUDY. Major products of the highway mode will be a five-year expenditure program for maintenance, rehabilitation and reconstruction; a "mid-range" program of construction projects; a "long-range" transportation plan; and a control access management plan. The completed study must meet all of the criteria to serve as the Transportation and Circulation Element of the General Plan for the TOWN OF SUPERIOR.

II. STUDY AREA

The study area will include Superior and unincorporated portions of Pinal County for highway planning.

III. ADMINISTRATION

The Study will be closely coordinated with the Superior Transportation Study Technical Advisory Committee (TAC), consisting of four (4) representatives for Superior and two (2) representatives for the Arizona Department of Transportation. The consultant shall meet as needed with the TAC to review the progress to date, to present working papers and study findings, and to solicit input from the committee members.

This project will be subdivided into a number of specific work tasks. The result of each task shall be incorporated in a working paper and circulated to TAC member for review and comment. Work tasks will be addressed by the TAC members at regularly scheduled TAC meetings. Reasonable comments and requests by the Technical Advisory Committee and Project Manager will be incorporated into the working papers and final documents.

IV. SCOPE OF WORK

Minimum work tasks are as follows:

1. Detailed Proposal - In order to insure that the project will meet the needs of both Superior and the Arizona Department of Transportation (ADOT), the first work task will be to present a detailed work plan to the TAC for review and comment. Accompanying the task will be work flow charts, time schedules, map of study area boundaries and all major street and highways to be included in the study. The next step will be to develop the transportation vision statement, identify several transportation goals with numerous objectives for each goal.

2. Special Topics - To aid in identification and implementation of solutions, specific special topics of local concern shall be addressed. Some of the special topics can be analyzed as part of the overall analysis, the following list represents issues that are of special concern to the Committee:
 - A. Analyze Superior's repair and rehabilitation needs for the twenty mile (20) street system, and develop a plan and program for completion of the work. The objective is to use a least cost method which brings the Town's street system to an acceptable standard for a 10 to 20 year rehabilitation life.
 - A.1. Inventory of town streets. Items to include in the inventory are as follows, some of the items may require field reconnaissance: Street length, functional classification, number of lanes, roadway width, roadway capacity, pavement surface type, pavement serviceability rating and soils investigation.
 - A.2. Determine the structural adequacy of the existing pavement structure. The intent of the structural evaluation is to determine the current adequacy of the existing pavement and predict its future service life with respect to the traffic using it. Identify criteria which is used to recommend minimal rehabilitation measures. Criteria to consider may include the following: Traffic volumes, functional classification, safety problems, pavement serviceability ratings, growth considerations and tourist traffic.
 - A.3. Develop recommendations and estimated costs for minimal street rehabilitation measures. Costs to include mobilization, materials, labor and contingencies to cover pavement patching, crack sealing, pavement striping and other incidental activities. The minimal rehabilitation measure assumes that the existing pavement width will remain unchanged. It is anticipated that the majority of streets in the study area do not meet today's generally accepted engineering standards. The following constraints would preclude the possibility of upgrading Town streets to today's standards: Limited rights-of-way, minimal building setbacks and topography. Street widening and other major improvements or upgrades in standards are to be discussed in another section of the consultant's report.

- B. Develop an access control management plan and ultimate roadway development concept for the portion of U.S. 60 beginning at Mile Post 227 and extending three (3) miles to Mile Post 223; and for the portion of S.R 177 beginning at Mile Post 167 and extending three (3) miles to Mile Post 163. The intent of this topic is to identify measures for reasonable control over access to the roadway section right-of-way, and to identify the roadway development concept for future improvements thereby increasing operational safety and maximizing the traffic carrying capacity of the facility.
- B.1. Develop unified set of strategies to regulate accessibility along the roadway sections. This is to be done in part by identification of existing characteristics not to be limited to land ownership, parcel zoning, land use, current access and traffic volume.
- B.2. Provide justification for reasonable measures to control access are necessary. The topics to be covered include, but are not limited to the following: a. Benefits to Town of Superior, Pinal County, and ADOT. b. The need for access control c. Traffic service vs. accessibility. d. Basic design considerations e. Implementation and applicability considerations, including legal and institutional constraints.
- B.3. In conjunction with the overall transportation planning efforts in the area, develop a detailed corridor development plan within 1/4 mile adjacent to U.S. 60 and a generalized plan for S.R. 177.
- B.4. Provide standards by which future developers will be required to prepare a traffic impact study for their proposed development or redevelopment. Examples of the parameters that should be addressed include the following: a. Specific types of developments which should require impact studies (uses, densities, etc.). b. Physical roadway features that need to be identified in the study process. c. Traffic speed specifics, d. Traffic control features. d. Traffic generator characteristics. f. Study summary information.
- B.5. Develop a plan to regulate the number and location of intersecting roadways onto U.S.60 and S.R. 177. Some of the principles the analysis should include are as follows: a. Design types permitted. b. Traffic signal locations (future). c. Turn lane locations (exclusive right and left). d. Traffic islands. e. Sight distance. f. Corner radii.

- B.6. Develop a policy plan which minimizes conflicts with driveway access and state roadways. Topics that need to be addressed include the following: a. Residential use standards b. Commercial and office standards. c. Industrial use standards d. Driveway turn radii e. Procedures for denial of curb cuts/driveways.
- B.7. Analyze the operational characteristics of the roadways for the appropriateness of future median protection.
- B.8. Identify the technical/operational merits of separation of local traffic from regional traffic and identify potential locations along U.S. 60 where the concept might be appropriate.

C. Identify areas which provide opportunities for facility improvements (i.e. sight distance, intersection alignment, street lighting, left turn locations, signing, etc.) and recommend alternate means of providing the improvement. The following information should be reported for each potential location: a. Traffic accident experience including patterns and severity for at least the most recent three (3) year period, b. Existing roadway condition and culture c. Current and forecast traffic, d. Problem identification, e. Safety improvement strategies, f. Estimate of improvement cost, and g. Alternative Funding Sources.

D. Develop a feasibility study for a town administered pavement rehabilitation program. Conduct a document review of literature to obtain preferred methods and state of the art concepts. Select from literature search the most appropriate methods and concepts which are then to be customized to facilitate possible adoption and implementation in Town of Superior. Upon request ADOT will provide assistance in conducting a literature search.

Develop a five to ten page report which can assist the Town officials to understand the feasibility and costs of implementing the standards applicability to the Town's needs. This report should include at least the following issues: Policies/Standards of operations; equipment, manpower, training and space requirements; the potential of sharing of resources with adjacent local governments; and cost comparisons to private contractors.

3. Current Conditions - Necessary background information on current land use patterns, travel data and behavior, street conditions, financial resources, demographic and socio-economic characteristics will be inventoried and evaluated as follows:

Current land use patterns will be documented and analyzed with attention focused on key transportation demand variables such as, but not limited to, population (resident, seasonal, and tourists), employment and existing and planned special traffic generators.

Travel behavior and demand will be estimated and documented utilizing appropriate modeling techniques for highway planning.

Street and highway conditions will be evaluated. Information collected for each segment of road under study should include, but not limited to, number of lanes, capacity, level of service, road surface condition, accident rates, rights-of-way, traffic control devices, and existing and proposed functional classification.

Historical, as well as budgeted roadway construction expenditures, will be documented and evaluated.

Committee members will supply the consultant with copies of available reports, working papers, data and maps. In addition, ADOT will provide necessary traffic data, and upon request from the consultant will provide limited aerial photographs. ADOT will furnish the consultant with relevant information on current operational funding programs.

By analyzing the above information, as well as input from local leaders, individuals and the Committee, the consultant will document the current principal transportation problems and concerns in Superior. Documentation will consist of a working paper and floppy diskettes submitted to the committee. Statistical data will be documented on diskettes using a data-based manager and spreadsheet application software which is MS-DOS compatible.

4. Future Conditions - Future conditions and infrastructure requirements will be identified for 1997, 2002 and 2012. In order to forecast travel demand, future land use patterns will need to be developed. This will require review of development concepts and plans, critique of the

general land use plan and the consultant's creativity with transportation as a marketing tool to enhance economic development. The future land use patterns should be in accord with the communities' water supply and with projections of population and employment.

Land use projections will be translated into projected travel demands. Potential problem areas will be identified. Functional street classifications will be recommended corresponding to the travel projections. Existing and future federal aid road designations will be evaluated. Logical connections to enhance motorized circulation shall be recommended. Suggested improvement actions will be identified, cost estimates and time schedules developed. Finance alternatives necessary to implement the short, "mid" and long range plans will be identified.

By analyzing the above information, as well as input from local leaders, individuals and the Committee, the consultant will document the future principal transportation conditions, infrastructure requirements, and issues in the study area.

Documentation will consist of a working paper and floppy diskettes using a data base manager and spreadsheet application software which is MS-DOS compatible.

5. Alternative Actions - Alternative actions to meet short, "mid" and long range infrastructure requirements will be developed. These options will be evaluated by a set of criteria which will include, but not limited to: environmental issues, community support, public development goals, private development responsibilities, improvements in levels of service and safety, project costs, return on investment and financial resources.

A list of specific project actions will be developed for the next five years which will address current problems and short term requirements. These projects will be prioritized and correlated to financial options.

"Mid" and long range alternatives will include but not limited to: right-of-way acquisitions, new facilities, street widening and traffic control measures. The "mid" range program of projects will be prioritized and correlated to financial options. Long range plans will be correlated to financial options.

At a minimum, types of improvement projects will include new facilities, re-alignments, right-of-way acquisitions, widening, intersection improvements, access and traffic control measures. The improvement program will list all projects by their administration jurisdiction and will include route name, begin-end termini, total length, estimated cost, source of cost estimate, problem(s) and solution(s).

Documentation will consist of a working paper and floppy diskettes submitted to the Committee. Alternative action statistical data will be documented on diskettes using a data base manager and spreadsheet application software which is MS-DOS compatible.

6. Public Participation - The consultant shall solicit and document public input. This will include interviews with elected officials, Planning Commission members, and representatives from the Central Arizona Association of Governments, Chambers of Commerce, Bureau of Land Management, Forest Service, Rotary Clubs, and others as appropriate. Applicable working papers may be mailed to such representatives to solicit comments. At least one public hearing must be held in conjunction with a regular Planning and Zoning Commission and/or Town Council meeting at the draft final report stage.
7. Study Products - Overall emphasis will be given to documenting the identified infrastructure requirements, costs, revenue forecasts, benefits and financing of recommended transportation actions.

A five year program of projects by year (i.e. maintenance, rehabilitation, staged improvements, and highway reconstruction and new construction); a "mid" range program of construction projects; and a long range transportation plan will be developed. These programs will include changes in alignments and new roads for an updated circulation plan.

Special consideration shall be given to methods of implementing the plan, such as procedures to protect future rights-of-way, approaches to maintain levels of service and financing measures.

Documentation will consist of integrating the approved working papers and major products into the final report. The final report should be organized so the subjects relating to the consultant's "creativity with transportation as a marketing tool to enhance economic

development" will be grouped into priority order. That is, if priority projects "A", "B" and "C" were implemented, then this would allow the concept to grow, enabling the balance of projects to occur naturally.

Documentation to also include submission of floppy diskettes to the TAC. Statistical data will be documented on diskettes using a data base manager and spreadsheet application software which is MS-DOS compatible.

The final report will be designed to serve as the transportation and circulation element of Superior General Plan. An executive summary will also be prepared.

Note: The final report is to receive concurrence by ADOT and acceptance by Town prior to final payment.

V. REPORTING

1. The following reports will be required as a part of this project:

- a) Written working papers during the course of the project are required for the purpose of monitoring the direction of the consultant's work. Written progress reports and periodic briefings are required during the course of the project for purposes of monitoring the status and progress of the consultant's work. The firm may also be required to periodically brief government officials on progress of the performance evaluation and substantive issues under review.

- b) Copies of the draft document developed from approved working papers which report the firm's finding and conclusions, are to be submitted to Technical Advisory Committee on or before October 15, 1993.

The draft report is to include the information and evidence supporting the firm's findings and should address the questions and issues identified in section IV - SCOPE OF WORK of this Request for Proposals.

- c) Forty (40) copies of the final report of the firm's findings and conclusions, to be submitted to Technical Advisory Committee on or before December 30, 1993.

2. The draft report, the final report, and all supporting documents, evidence, working papers and the like shall become and are the property of Superior and shall be delivered to Superior along with the final report.
3. Prior to completion of the firm's final report, the firm shall be available to participate in one conference, up to approximately three hours in length, with responsible officials of Superior and Arizona Department of Transportation.

VI. PROPOSAL CONTENT

Format

Each proposal is to be submitted at a standard size of 8 1/2"x11" and bounded together as a single document. Promotional materials, samples of recently completed work, and references are to be edited with respect to relevance to this request and must relate only to the specific individuals proposed for commitment to this project.

The proposal and supporting materials are to be arranged in the following order. Respective sections are to be separated by tabbed dividers, with labels.

1. Identification - A title sheet or equivalent which includes a short title for the proposed study; names and business addressees of the organizations that will conduct the work; name, title, mailing address and telephone number of the principal investigator.
2. Table of Contents
3. Introduction - A clear, concise statement describing your understanding of TOWN needs with respect to this request. Characterize those elements of our current situation which you perceive as unique and which are particularly problematic or which provide unusual opportunities beneficial to SUPERIOR.
4. Study Objectives - The technical objectives upon which the project team is to focus attention and upon which study efforts are to converge. The objectives should identify clearly and concisely the products of the contract. The objectives stated in the proposal should reflect the proposer's intent, creativity and understanding of objectives.
5. Work Plan - A description of study tasks detailing the full scope of services to be provided, with particular

emphasis on overall organization, incorporation of TOWN concerns, and specific products, such reports for incorporation into an acceptable final report. The proposed approach should be defined as clearly as possible. The study methodology should be described in sufficient detail to permit objective evaluation of the proposal. The work plan should be subdivided into the following section:

- a. Introduction - Setting the stages for the presentation of the study plan.
- b. Study Approach - Describe how the objectives will be achieved through a logical plan. The plan should describe each task of the research to be undertaken and shall culminate with a breakdown of the time (person-hours) costs and level of effort by tasks. Contribution of each team member to each task should be identified in terms of person-hours. This data must also be summarized in a table format as follows:

- (1) Name of team members.
- (2) Role of each team member.
- (3) Percent effort (time) of each team member of contract period (i.e., identify in percentages his/her commitment to this project compared to his/her total workload in the consultant firm).
- (4) Person-hours spent by each team member on each task of this project.
- (5) Hourly rate of each team member and total cost attributed to each team member and task.
- (6) Show study's organizational chart and identify the project manager.
- (7) Assume one person-month - 174 person-hours.

NOTE: any change in the Study's team at any time must have prior approval.

- c. Presentation of Anticipated Products - Show how anticipated results will be reported and presented. Indicate the number and types of graphics, models, computer simulations, or other visual aids you propose to employ for interpretive purposes on behalf of SUPERIOR.
- d. Progress Reporting Procedures - Indicate the format of the monthly reporting procedure to which the project team

will adhere. The monthly progress report with an updated schedule should be limited to two pages. As a minimum it should include:

- (1) Progress made in terms of specific activities that were completed.
 - (2) Information generated.
 - (3) Contacts made.
 - (4) Summary of task reports.
 - (5) Percentage of the study completed.
 - (6) Costs incurred.
 - (7) Next month's activities.
- e. Facilities/Equipment Available - The location of the base of operation for this project, and any specialized equipment proposed to be utilized.
 - f. Cooperative Features - If assistance in the form of personnel, data or equipment is required from other organizations, the proposal must describe the plans, including letters of commitment for obtaining such help or information.
6. Time Schedule - Bar type progress charts should be provided to illustrate the inter-relationship and scheduling of the major study tasks.
 7. Cost Proposal - A summary tabulation showing the staffing plan, estimated requirements, and costs for the study. The payments to the consultant will be based on a lump sum method of compensation. Consultant shall provide a detailed budget estimate, including the following specifics:
 - a. The costs of personal services, broken down by hourly direct salaries and estimated hours.
 - b. Overhead costs (as a percentage of direct salaries).
 - c. Other direct costs such as travel, lodging, meals, subcontracting, computer time, report printing, etc.
 - d. Consultant's fee or profit.
 8. Personnel Qualifications - A description and statement of the professional capability of proposed project contributors. Identify the individuals who will be assigned to work on the

project, by task; their major duties and responsibilities; and a resume for each person. Each resume shall be in sufficient detail to clearly establish the qualifications of project participants and must, at a minimum, include educational background, major projects of a comparable nature worked on or completed within the past five years, the degree of involvement on each project, and any additional information reflecting on the project participant's ability to perform the tasks as described in the proposal.

9. Relevant experience - Description of experience in performing studies similar to that anticipated by this Request for Proposals. Projects cited must have been prepared by those personal proposed to work on this project. Include the following for each:
 - a. Inclusive project dates.
 - b. Name and address of organization for whom project was performed.
 - c. Name and telephone number of individual in the client's organization who is familiar with the study.
 - d. Short discussion of the study.
 - e. Study area map.
10. GSA Form 254.
11. ADOT EEO Report.
12. Notification of Any Potential Conflict of Interest.

VII. SUBMITTAL REQUIREMENTS

RFP responses are to include eight (8) separately-bound copies of the proposal addressed to:

Mr. Chris Zapata, Town Manager
Town of Superior
734 Main Street
Superior, Arizona, 85273

Only those proposals received in a sealed envelope, prior to 5:00 p.m., Mountain Standard Time, on March 31, 1993 will be considered.

The proposals shall be signed by a representative or officer authorized to bind the offeror. Individuals of the offering organization authorized to negotiate a contract based on the proposal shall be identified by name, title, address and telephone number.

VIII. SELECTION PROCEDURES

Each proposal will be reviewed by the Technical Advisory committee (TAC). TAC will select a preferred consultant and recommend retention of same for final action.

In addition to the items specifically referenced under Proposal Content as noted above, the following criteria will be considered in evaluating the proposals.

1. Responsiveness to the objectives and issues described in the Request for Proposals.
2. Responsiveness to the information and details contained within the scope-of-work.
3. Offerors related past experience and reputation.
4. Well-developed work plan consistent with the study objectives.
5. Background, education, experience of personnel assigned to the study as well as major disciplinary coverage.

The consultant shall have approximately eight (8) months to complete this study after signing the contract. It is estimated that the contract will be signed as soon as possible after notification of selection. Anticipated project initiation date is May 1, 1993. The consultant will provide 25 copies of the draft, provide 40 copies of the final study and executive summary, and one reproducible master of both.

The contract shall not exceed \$ 44,000. The right is reserved to reject any or all proposals.

SUPERIOR is an equal opportunity employer. SUPERIOR advises the consultant that it does not discriminate on the basis of handicapped status in admission or access to its programs and activities or in the treatment or employment in such programs and activities.